

CITY OF PLEASANT HILL

Established: 12/02

Pay Range: 105

Bargaining Group: Local 1

SENIOR MAINTENANCE WORKER

DEFINITION

To perform advanced journey level skilled and semi-skilled labor in construction, maintenance, and related service activities applied to the areas of general landscaping, grounds maintenance and street maintenance; to oversee a programmatic area related to maintenance such as annual creek cleanup program; to provide technical and functional supervision over a full-time crew; and to provide technical support to assigned supervisory personnel.

EQUIPMENT, METHODS AND GUIDELINES

Motorized vehicles and equipment, including dump truck, pickup truck, utility truck, tamper plate compactor, saws, pumps, propane kettle, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, ditch witch, PC terminals, various software applications, printer, calculator, copy machine, and fax machine.

WORKING CONDITIONS

Predominantly works in outside weather conditions, though also works in indoor office environment depending on task involved. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is usually loud.

PHYSICAL DEMANDS

Employee is regularly required to use hands to find handle, feel or operate objects, tools or controls and reach with hands and arms. The employee frequently is required to stand and talk or hear, walk; sit; climb or balance; stoop, kneel crouch, or crawl; and smell. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this position include close vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Employee is also required to operate office equipment, including computers.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from an assigned supervisor.

Exercises technical and functional supervision over assigned maintenance personnel.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Plan, assign, review the work of an assigned crew; assist supervisory staff in conducting performance evaluations; conduct safety training.

Oversee an assigned programmatic area related to the maintenance function; work with the public, other agencies and departments to implement program elements and/or determine compliance; document activities; determine compliance or eligibility to assigned program.

Assist supervisory personnel in preparing and maintaining administrative documentation; assist with planning long-term maintenance projects.

Perform skilled and semi-skilled tasks in street, park, tree, water and storm drain maintenance, construction and repair; perform such grounds maintenance as mowing lawns, raking leaves, and planting flowers, shrubs and trees.

Perform complex installation, maintenance and repair work on irrigation systems and time clocks.

Operate such medium and heavy equipment as saws, sprayers, jack hammer, chipper, rollers, loader, tractor, trucks and various hand and power tools.

Contact residents and other agency personnel concerning maintenance and service problems; refer complaints and requests to proper supervisory personnel.

Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Principles and practices of planning, assigning and reviewing the work of a crew.

Principles and practices of construction methods, materials and terminology.

Standard hand tools, light equipment and light vehicles.

Principles and practices of work safety.

Methods, materials, equipment, and tools used in irrigation systems, streets, and grounds maintenance.

Principles and practices of organization and program implementation.

Ability to:

Oversee and implement program elements of assigned programmatic area.

Plan, assign, and review the work of an assigned crew.

Apply technically complex construction and maintenance procedures in irrigation systems, streets, and grounds maintenance.

Use hand and power tools.

Use and operate office equipment, including computers.

Perform duties for extended periods of time and under inclement weather conditions.

Communicate clearly and concisely, both orally and in writing.

Operate a variety of medium and heavy equipment and power tools.

EXPERIENCE AND TRAINING

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Three years of experience performing duties comparable to those of a Maintenance Worker II with the City of Pleasant Hill.

Training:

Completion of high school or its equivalent, or completion of a trade or vocation school.

LICENSE OR CERTIFICATE

Possession of, or ability to obtain, an appropriate California driver's license.